

Small Business Program Manual

Foreword

It is the policy of the Department of Health and Human Services (DHHS) to ensure that opportunities to compete for and receive a fair share of the Department's procurement expenditures are provided to small businesses, Small Disadvantaged Businesses, 8(a) concerns, HUBZone concerns, service-disabled veteran businesses, veteran businesses and women-owned small businesses.

The Department of Health and Human Services Small Business Program Manual (SBPM) implements and supplements the Federal Acquisition Regulation (FAR) and the Health and Human Services Acquisition Regulation (HHSAR). It is non-regulatory in nature and provides uniform procedures to support and encourage small business participation in the Department's efforts to acquire goods and services. The SBPM is not a stand-alone document and must be read with the FAR and HHSAR.

This is the first edition of the SBPM and is effective 1/2006. It includes relevant Internet links wherever external references are made. Amendments to this manual will be disseminated through the Internet. There will be no hard copies of this manual.

Suggestions or comments should be sent to the OSDDBU Office at sbmail@hhs.gov.